
Minutes
Workshop Meeting
January 26, 2016

Present: Mayor Kenneth F. Neilson, Council Members Troy Belliston, Kolene Granger, Garth Nisson, Jeff Turek, City Manager Roger Carter, Deputy Recorder Tara Pentz, City Recorder Danice Bulloch, Public Works Director Mike Shaw, Administrative Services Manager Kimberly Ruesch, Police Chief Jim Keith, Leisure Services Director Barry Blake, Power Director Kelly Carlson, Human Resource Director Ruth Holyoak, Fire Chief Brent Hafen, City Treasurer Kerry Wheelwright, Information Services Director Steven Whittekiend, Maintenance Superintendent Mark Henning, Audience: Marge Belliston, Larry Belliston, Curren Christensen, Rick Neilson, Robb Miller, Jeffrey Fisher, A. Gail Smith, Kim Cox, Kevin Smith, Dan Drown

Meeting commenced at 6:54 P.M.

Excused: Councilman Thad Seegmiller

1. Approval of the Agenda.

Council Member Turek made a motion to approve the agenda. Council Member Nisson second the motion; which passed with the following roll call vote:

<i>Council Member Belliston</i>	<i>Aye</i>
<i>Council Member Granger</i>	<i>Aye</i>
<i>Council Member Nisson</i>	<i>Aye</i>
<i>Council Member Turek</i>	<i>Aye</i>

2. Discussion and review of the “Days of 47” event. Rick Neilson, Chairman

Rick Neilson briefly reviewed the history of the Days of 47 Event, along with the entertainment for the upcoming year. Last year they were approached by the Osmond family to come down and perform the Osmond Pioneer Heritage program and fireworks at the Hansen Stadium. It is free to the public, and every entity in Washington, Iron and Kane Counties have been invited to attend. The Osmonds will select 20 youth who are hearing impaired to help better their lifestyles. It was proposed that Washington City donate the fireworks budgeted for their annual 24th of July event for the show at the Hansen Stadium. If Washington City has additional services they would like to donate, he would like to asked for those suggestions. He would like to ask for the use of the Golf Course for a tournament, as well as the soccer fields for an event.

Council Member Bellison clarified the entire fireworks event would be relocated to St. George City.

Mr. Neilson confirmed they would be moved. The first choice would have been Staheli Farm, however, with the limit of parking, and the restroom facilities not being available, Hansen Stadium was the only option for 2016. The seating and lighting is already in place at Hansen Stadium. However, they are hoping to be able to move everything back to Washington City in the 2017 year if all infrastructure could be set up.

Council Member Turek stated he would support the fireworks display being moved. However, he will be very upset to see it moved as it has been a tradition in Washington City. As far as the soccer fields, he would defer to staff to determine if the fields could handle the traffic. The golf course is more of a concern as donating the entire course for the day could be a costly expense. He would like to ask for input from the Leisure Services Department to determine how this would affect the revenue.

Council Member Belliston asked where the revenue goes that is generated from the Golf Course Tournament.

Mr. Neilson replied the revenue goes back into the Days of 47 account.

Council Member Turek asked how the Days of 47 coordinating with the LDS Church who has typically been in charge of the event.

Mr. Neilson explained the church is one of the major supports of 'Days of 47', but are not the organizing entity. He is coordinating with the LDS Church as well as the interfaith council so everyone is able to participate. The traditional parade route will be used, however, they hope to utilize both sides of Telegraph if this can be arranged through the Police Department.

Councilman Nisson asked how much the registration fee would be for the Golf Course Tournament.

Mr. Neilson stated the entrance fee has not been determined at this point. The fee will depend on the cost for the use of the Course.

Mayor Neilson reminded Mr. Neilson to get his applications submitted for approval.

3. Discussion and review of RAP Tax applications. Mayor Kenneth Neilson

Council Member Granger stated she would like to recognize Gayle Smith.

Gayle Cooper Smith stated she grew up in Washington City. She would like to recognize Tuacahn and Brigham's Playhouse. Tuacahn has had an impact on the number of people who come here and the income it brings to Washington County. She feels even though Washington City is not as large, and does not have the hotels and restaurants, some of the residents in Washington City work in St. George and are affected. She has been fortunate to be able to

contribute to Tuacahn, and she would like the Council to recognize the benefits to the community by the arts.

Council Member Turek noted for the record the application looks to be complete, and has been submitted as requested by Washington City ordinance.

Council Member Granger appreciated all of the information related to Washington City submitted by Tuacahn as well as the information submitted by Brigham's Playhouse. She would like to ask if the application submitted by Brigham's Playhouse 501C3 is in accordance to regulations set forth, and would not be called into question.

City Attorney Jeff Starkey stated they have submitted their application with a 501C3 sponsor, which has been noted as being allowed. The entity sponsoring the 501C3 seems to be in good standing with the State of Utah. He discussed the 501C3 process and sponsorship as outlined in the RAP Tax guidelines.

Council Member Turek noted Brigham's Playhouse looks to be in accordance with our rules and regulations for a RAP Tax application.

Mayor Neilson stated the final application for RAP Tax was for the Green Spring Golf Course.

Council Member Granger stated she understands the needs of the Golf Course, however, her concern is we are not adding a recreational opportunity with what is being requested at the Golf Course. She would like to know if this is what we intend to do with the money.

City Manager Carter stated as far as the request is concerned, it is very similar to other application because we are looking at a loss because they are not able to keep themselves whole, similar to the renovation of the park.

Council Member Belliston stated his personal feeling is RAP Tax applications should be applied for on an annual basis, and a one time request, so his issue with the request is to go for a repayment of loan, and certain items for improvement. He feels more comfortable using fees for improvements, but not for repayment of budgetary loans.

Council Member Turek stated he would agree. The way it was set up was so entities can apply for the RAP Tax money twice per year, and have an opportunity to be able to obtain these funds for parks and recreation.

City Attorney Starkey stated he would provide a copy of the Washington City and Council guidelines for RAP Tax money allocation.

Council Member Turek asked what funds are available.

Administrative Services Manager Kimberly Ruesch stated we have collected slightly only \$100,000 at this time.

Council Member Granger stated we have projected funds of over \$300,000.

Council Member Turek stated projected does not pay the bills.

Council Member Granger stated Tuacahn has applied for 10 years of RAP Tax, and she likes the notoriety that Tuacahn brings to Washington County.

City Manager Carter noted the Council is only projecting \$272,000 over the year.

Council Member Turek stated there are many different ways some of the Cities are handling the RAP Tax. Some of them are waiting an entire year for collection prior to start dividing out the money. He does not want to over commit the money before it has been collected.

Council Member Granger asked how long do we have before the money has to be allocated.

City Manager Carter stated it is left to the Council discretion. The money could be collected for several years, and then allocated at once.

Council Member Belliston reiterated he does not want to allocated money for more than one year per application. There may need to be a redevelopment on the ball fields, and that money could come from the RAP Tax. If we commit to several years, then the money is not available for things necessary for Washington City.

Council Member Turek commented the previous Council set the application process for twice per year, and he feels this should be utilized in order to only commit the available funds, and not the projected.

4. Discussion and review of Buxton Service Agreement. City Manager, Roger Carter

City Manager Roger Carter introduced Rob Miller. Buxton has a great working relationship with hundreds of retailers in order to provide economic data.

Rob Miller stated they have worked with several hundreds of communities across the nation. They help retailers make growth decisions. They help communities take a proactive approach in locating businesses.

Council Member Belliston asked what sources are used to pull in the data for there information.

Mr. Miller explained their process of collecting data. They have had successful working relationships with Clearfield, Ogden and Cedar City as well as many areas outside of the State of Utah.

Council Member Granger asked how Buxton could assist with getting the best retail possible, as Washington City is uniquely situated near major tourism areas.

Mr. Miller stated they are able to collect large amounts of data from many credit card retailers, to obtain significant information to provide potential retailers in order to obtain businesses, which would not normally be interested in the area with the smaller population.

City Manager Carter explained the types of data Buxton is able to collect and prepare profiles, which pertain to our specific residents.

Mr. Miller stated they are able to fill in the gaps for retailers, which would normally not be in the market for our area.

Mr. Miller then reviewed a powerpoint presentation.

Mr. Miller explained they do not sell only the SCOUT software. However, the partnership can be as in depth as Council determines necessary. There would be an account management team assigned to Washington City.

Council Member Turek asked if there are additional costs for more retailers beyond the initial 20.

Mr. Miller reviewed the proposal within the contract in detail with Council. It is recommended the contract be a multi-year partnership. Those communities who are more involved in economic development are far more successful.

City Manager Carter stated the objective is not to partner with Buxton and then hire additional employees, it is part of the job for the Mayor and City Manager.

Council Member Belliston stated we want to make sure we are working with our local business to make sure they feel secure, and not like we are pushing them out of Washington City.

Mr. Miller explained part of their program is working with the local business owners, and they focus on business retention. He feels their company could be some serious momentum to Washington City, and he is excited for the opportunity to be able to work with Council.

5. Discussion and review of Department Budget Objectives for Fiscal Year 2017.

City Treasurer Kerry Wheelwright reviewed his Budget Objectives for the Treasurer's Office and Utilities Department.

Council Member Turek asked if the part-time positions is some of the cause for the high turn-over.

City Treasurer Wheelwright stated it is a common problem. There are many individuals looking for full-time employment.

Council Member Turek commented one of the campaign request was having a central desk and central telephone operator, possibly located in the foyer.

City Treasurer Wheelwright stated this is on his wish list as well. In addition, they have been working with the IT Department to install TV's in the Utility lobby, which would advertise such things as the Blue Can, or other happenings in Washington City, which would be another way to assist in getting information out to our residents.

Human Resource Director Ruth Holyoak reviewed her Budget Objectives.

City Recorder Danice Bulloch reviewed her Budget Objectives.

Council Member Nisson asked how many GRAMA requests are received.

City Recorder Bulloch stated we average about 140 per year.

City Manager Roger Carter reviewed the Community Development Department Budget Objectives.

Council Member Turek asked if we would need to add a vehicle to the Building Department if an additional inspector were hired.

City Manager Carter stated at this point they do not anticipate getting an additional vehicle.

Leisure Services Director Barry Blake reviewed the Golf Course Maintenance, Pro Shop, Community Center, and Parks Budget Objectives.

Maintenance Superintendant Mark Henning reviewed the Maintenance and Cleaning Budget Objectives.

Administrative Services Manager Kimberly Ruesch reviewed the Finance Department Budget Objectives.

City Manager Roger Carter reviewed his Department Budget Objectives.

Police Chief Jim Keith reviewed the Police Department Budget Objectives.

Power Director Kelly Carlson reviewed the Power Department Budget Objectives.

Fire Chief Brent Hafen reviewed Budget Objectives for the Fire Department.

IS Director Steven Whittekiend reviewed the Information Services Budget Objectives.

Public Works Director Mike Shaw reviewed the Budget Objectives for Water, Streets, Storm Water, Sewer, Irrigation and Fleet Departments.

City Attorney Jeff Starkey passed out the Budget Objectives for his department.

6. CLOSED SESSION

A. The character or professional competence of an individual.

Council Member Belliston made a motion to move into Closed Session to discuss the character or professional competence of an individual. Council Member Turek second the motion; which

passed with the following roll call vote:

<i>Council Member Belliston</i>	<i>Aye</i>
<i>Council Member Granger</i>	<i>Aye</i>
<i>Council Member Nisson</i>	<i>Aye</i>
<i>Council Member Turek</i>	<i>Aye</i>

The Council moved into Closed Session at 11:23 P.M.

The Council adjourned the Closed Session and returned to the Regular Meeting at 11:26 P.M.

7. Adjournment


Council Member Turek made a motion to adjourn the meeting. Council Member Granger seconded the motion; which passed with the following roll call vote:

<i>Council Member Belliston</i>	<i>Aye</i>
<i>Council Member Granger</i>	<i>Aye</i>
<i>Council Member Nisson</i>	<i>Aye</i>
<i>Council Member Turek</i>	<i>Aye</i>

Meeting adjourned at 11:26 P.M.

Passed and approved this 23rd day of March, 2016.

Attest by:


Danice B. Bulloch, City Recorder



Washington City


Kenneth F. Neilson, Mayor